

1 **City of Lake Forest Park – Tree Board Meeting**
2 **Meeting Minutes: November 5th, 2025; 7:00-9:00pm**
3 **Hybrid Meeting Held in the Forest Room at City Hall and Virtually via Zoom**
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5 **Tree Board Members present:** Richard Olmstead, Richard Saunders, Victoria Kutasz, Stacey
6 Spain, Doug Sprugel, and Mark Phillips
7

8 **Staff and others present:** Larry Goldman, LFP City Council; Elizabeth Talavers, Assistant Planner;
9 Sam Kull, Urban Forest Planner;
10

11 **Members of the Public present:** William Ackerman
12

13 **Tree Board Members absent:** No members were absent.
14

15 **Call to order:** 7:00 PM
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17 **Short Reflection:** Holly Article from University of Washington, Management Options
18

19 **Introductions:** The Tree Board members introduced themselves.
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21 **Approval of Meeting Agenda:** Board member Olmstead motioned to approve the agenda; Board
22 Member Saunders second the motion. The agenda was approved unanimously.
23

24 **Approval of Minutes:** Board member Saunders motioned to approve the minutes; and Vice Chair
25 Kutasz seconded. The October 2025 minutes were approved unanimously.
26

27 **Public Comment:** Mr. Ackerman had concerns on new developments and how the city is tracking
28 canopy coverage density.
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30 **Next meeting:** The next meeting occurs on December 3rd, 2025.
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32 **Reports and Announcements:**

33 Councilmember Goldman Update

34 Perspective applicants for vacant tree board position.
35

36 City Staff Update

37 Ms. Talavera stated she will be handing off responsibilities for the meeting to Sam Kull, Urban
38 Forest Planner. Mr. Kull announced the city also received the Evergreen Community Award.
39

40 **Old Business:**

41 2025 Work Plan

42 The tree board discussed edits to the 2026 work plan, including: Removing the CPAT item and
43 adding Evergreen Community Day
44

45 Recruiting Ideas

46 Vice Chair Kutasz stated they would be creating a sign-in sheet for future events. One new applicant
47 applied for the vacant seat on the tree board. Council member Goldman stated they would follow

1 up with city clerk on status of applicant and possibility of sharing application details with redacted
2 personal information.

3
4 KCD and SFI grants Update

5 Mr. Kull stated a rough draft for SFI is in progress and will be presented at the December 11th
6 Council meeting. KCD shapefiles will be acquired by the city staff and shared with the appropriate
7 parties.

8
9 **New Business:**

10 Arbor Day

11 Vice Chair Kutasz stated they reached out to the DNR for seedling availability. William Ackermann
12 stated there may be opportunities for events with different schools in the city.

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14 Water District Event Recap

15 Vice Chair Kutasz recapped the tour of the water district

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17 Holly Article

18 Tree Board Member Olmstead wrote an article on Holly's within the Pacific Northwest highlighting
19 exemptional growth if left ignored. Tree board member Saunders moved that the Tree Board
20 approve the article for publication on behalf of the Tree Board; Vice Chair Kutasz second the
21 motion. The motion was approved unanimously.

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23 **Agenda for Next Meeting:** The Board will be discussing Arbor Day, SFI grant - follow-up, King
24 Conservation District canopy assessment - follow-up, recruiting ideas, and draft edits for the 2026
25 Work Plan.

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27 **Adjournment:** Board member Olmstead motioned to end the meeting and board member Sprugel
28 seconded.

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30 Meeting adjourned at 9:00 PM

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32 APPROVED:

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34 _____
35 Mark Phillips, Chair
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